
FOLIO

DRAD Bucking For Good Housekeeping Seal of Approval

"Yes, you can destroy those old records, but make some copies first."

—Anonymous

Alberta may be rat free but the pack rat, one suspects, is alive and kicking at any suggestion that there be some weeding out. 'Tis a pity because things can get nasty when the grim reaper calls. Who can forget the nasty head injuries incurred by the middle-aged couple who, having decided to spend a quiet evening at home, were buried under the rubble of their 25 year-old collection of *National*

Geographic? The subsequent investigation showed that the floor overhead simply gave up the ghost.

The physical price for pack-rattiness can run high but what about the financial implications? One records management expert in the States says it may cost as much as \$40 per cubic foot per year to maintain active records or files in an office. He contends that one of the biggest problems facing companies is that few have worked up a schedule for determining how long records should be kept active. The same

could be said for universities but things are changing. At this University DRAD (Documents Retention and Disposal), a sub-committee of the President's Committee on Archives and Documents, is starting to move mountains (of paper). The task is not enviable because, subject to approved policy, DRAD's purpose is "to establish procedures for the preservation, retention and disposal of University documents and historical manuscripts." The operative words are "University documents." We are talking large scale here because

such documents include any paper, record, or other documentary material, regardless of physical form and characteristics, made or received by any authority, department, or officer of the University, which relate to the business of the University. Fortunately for DRAD, the definition excludes any document produced in a private capacity (for example, teaching and research documents generated by teaching faculty), library and museum materials, and extra copies preserved for reference use.

DRAD, a seven-member committee, including Chairman Peter Taitt, is working on a General Documents Retention Schedule which covers the destruction of duplicate copies after the recommended retention requirements have been met; the identification and location of official documents; and the disposition of official documents. (A few examples of General Documents are student records, committee records, financial records, purchasing records, and personnel records.)

DRAD and the University community are well aware that records and documents, in whatever form, are the cornerstone of our information system. However, it seems that DRAD alone knows how haphazard storage and retrieval systems add to capital and operating costs. According to surveys, the cost of personnel who handle records is more than 20 times the cost of the records themselves. An inch of paper in a filing cabinet costs an

Book Exhibition Showcases Commonwealth Writers

Say this for the British Council, it takes the long view. Established in 1934, the Council has offices in some 80 countries. It aims to "establish lasting relationships, relationships between people and between institutions and, as a result, between Britain and other countries."

A current initiative of the Council is an exhibition of books by Commonwealth writers published in Britain. The exhibition has arrived at our door and will be open for viewing from 26 March to 6 April on the second floor of Rutherford Library North.

Australia, Canada, East and Southern Africa, India, New Zealand, West Africa, West Indies, and "Other Countries" (Cyprus, Malaysia, Papua New Guinea, Sri Lanka, and W. Samoa) are represented. (The normal academic definition of

Commonwealth writing excludes the literature of Britain. As the exhibition is limited to books published in Britain it inevitably excludes noteworthy books published in other countries of the Commonwealth.)

The big names—Thomas Kenally, C.J. Koch, Patrick White, Margaret Atwood, Leonard Cohen, Robertson Davies, Malcolm Lowry, Doris Lessing, Anita Desai, Katherine Mansfield, V.S. Naipaul—are here as are a number of less famous writers. The exhibition, which is moving in a westerly direction across Canada, concentrates on the achievements of Commonwealth literature in the last 20 years, but there are also examples of earlier writing. "Whether they are for or against or neutral in their attitude towards the political Commonwealth, every writer

listed in this catalogue expresses a sense of what it is like to belong to their particular area of the world," writes Alastair Niven, Director General, Africa Centre, London.

While the exhibition has been created in English, it recognizes its limitations and is not pretending to be representative of all the literatures of the Commonwealth or in any way suggesting that English is a superior language, Dr. Niven states.

Brian Champion of the Humanities and Social Sciences Library is setting up the exhibition. It will consist of four display cases, a book case containing works by Commonwealth writers that the Library holds, a handful of audio cassettes, photographs of some of the writers, and information pertaining to the ordering of books. □

average of \$200 to create and \$7 to store.

The General Documents Schedule should be a big help to offices grappling with the what to keep and what to discard conundrum. It will list titles, the official copy holder, the official copy retention period, active retention period, the disposition of official copy, other copy holders and the retention of other copies. Examples of the codes in place are: C (current year), P (permanent), T (termination of transaction), M-R (microfilm and retain), M-D (microfilm and destroy), SR (call DRAD), and D (destroy).

The schedule currently contains the following units: Registrar, Secretariat, Board of Governors, Comptroller, Secretary to

DRAD, Vice-President (Finance and Administration), and Vice-President (Facilities and Services). A contact person, address and telephone number appears alongside each unit. More offices in central administration, and other large administrative units such as Personnel Services and Staff Relations and Materials Management are to be added (to the directory). The long range goal is, with the aid of a SPIRES computer file, to bring out an effective schedule for the use of all departments.

Other members of DRAD are Bonnie Afanasiff, Bill Cairns, David Norwood, Ann Pagliaro, Jim Parker, Brian Silzer, and resource persons as needed. The committee will meet every two months. □

Students Shine in National Design Competition

A third-year Industrial Design student has won first prize for his design and construction of a three-dimensional scale model at the First National Exhibit Design Competition held recently in Toronto. Kevin Mar won the \$950 award for his project which also included working drawings, an image board presenting visual

research, and written rationale explaining his design decisions.

The competition, which attracted participants from colleges and universities across the country, familiarized students with the factors relevant to the exhibit and display in regard to trade or consumer shows. Each student was responsible for a design presentation resulting in a three-dimensional model with related information necessary for adequate communication.

The objective of the competition was to present an organization or service in a manner that fully explained and enhanced its goals, for example, recognition or increased revenue.

Tracy Pritchard, also a third-year student in Industrial Design, received a third regional award.

The Exhibition and Display Association of Canada, sponsor of the scholarship, is comprised of 54 member companies directly involved or related to the growing exhibit and display industry across Canada.

The award-winning designs are on display until mid-April in the third floor display case adjacent to the main stairwell in the Fine Arts Building. □

Joan Shore, 1931 - 1984

Joan Shore was born 29 January 1931 in Vancouver. She graduated from the University of British Columbia with a bachelor's degree in Agriculture, and also attended Business College in Calgary before joining Department of Entomology at this University in 1954. She worked in the Faculty of Graduate Studies and Research from 1971 until her death on 5 March 1984.

Miss Shore was very active in the Girl Guide movement. She began her lifelong association with the Girl Guides at age eight and spent 18 years of her adult life as Lieutenant (1954 to 1965, 1977 to 1980), and District Commissioner (1980 to 1983). She was also active in several other organizations, including the Down Under Club and Little People's Club. Joan Shore enjoyed travelling and had been to Europe, Mexico, Australia and Alaska. She also loved music, theatre and sports.

Her associates in Graduate Studies and Research cite her as "one of those rare individuals



Joan Shore

who always joyfully and voluntarily contributed her services to others. She was respected by everyone who has ever worked with her. She will be remembered for her great courage, kindness and thoughtfulness, and her cheerful smile. She was indeed an inspiration to all who knew her. She will be missed."

In memory of Joan Shore, a graduate scholarship has been established in her name. □

Special Projects Fund Generous Again

A Swiss Picture Books exhibit and the updating of labels for a plant herbarium are two of five projects recently awarded allocations from the University/Community Special Projects Fund.

University Collections received more than \$6,700 to bring two separate exhibits to campus. "Painting the Town" consists of 162 photographs selected from the works of contemporary British mural artists. The photographs are divided into five different categories: identity murals; pop and fantasy murals; murals about places; abstract and symbolist murals; and social and political murals. The exhibit is a pictorial review of how British artists decorated and

brightened up towns and landscapes with murals and paintings on the sides of buildings. It is hoped that this exhibit will be on display in this fall.

The second exhibit, "Swiss Picture Books for Children—A Panorama," is comprised of different types of materials and shapes with the major component being a set of 30 cotton panels meant to be viewed in sequence. The panels, when connected, create a painted picture book landscape, reminiscent of the landscape in an actual picture book. The second major component is a set of 56 plywood trestles which contain the bulk of information provided by a viewing of the exhibit. The information is rendered in photographs,

FOLIO

Volume Twenty
Number Thirty-two

The Office of Community Relations
423 Athabasca Hall
University of Alberta
Edmonton, Alberta T6G 2E8
(403) 432-2325

All enquiries and correspondence should be directed to:
Ron Thomas
Editor

The Office of Community Relations
produces Folio on a regular basis for the staff and other interested persons. Folio contents may be reprinted with acknowledgment.

ISSN 0015-5764

Copyright 1984

page two, Folio, 22 March 1984

drawings and a bold-face text. An interesting accent to the exhibit is provided by five life-sized, sawn-out wooden sculptures (figures). These figures represent the Swiss artists on display by detailing their portfolios. This exhibit may be on display by the spring of 1985.

The Department of Botany's vascular plant herbarium was awarded more than \$4,000 for the hiring of a herbarium assistant to update plant labels. With the publication last November of the revised edition of *The Flora of Alberta* by E.H. Moss, edited by John Packer, Botany, it became apparent that labels were outdated and the name changes of certain species needed to be incorporated. The department estimates that it will take approximately three months to update some 7,000 plant labels. The herbarium is located on the 6th

floor of the Biological Sciences Building.

The organizers of the highly successful "Canada, The World and The Future Conference" were given \$1,500 for the reproduction of materials, brochures, minutes, reports, etc. The conference, held 20 to 24 February, was sponsored by the Office of the Vice-President (Research). In excess of 1,000 peo-

ple heard internationally respected individuals discuss such major topics as education, employment, and life and death.

The "Near Eastern and Classical Antiquities" permanent exhibit in the Department of Classics was granted \$965 for the production of publicity material, specifically a brochure which will provide visitors with detailed information on the collection and

increase the exposure of it both on campus and within the city. The collection consists of a variety of antiquities, including Greek painted pottery, Roman coins, Roman-period glassware and Iron-age materials from Palestine. It has been on permanent display since 1976 and is located in 1-8 Humanities Centre. □

Concert Choir Well Versed in Universal Language

The University of Alberta Concert Choir, directed by Leonard Ratzlaff, will present its annual spring concert 30 March at 8 p.m. in Convocation Hall. Admission is free.

Among the sacred and secular choral selections on the program are works by Thomas Weelkes, J.S. Bach, Anton Bruckner and Randall Thompson. Of special note will be the premiere of Violet Archer's "Songs for Summer and Fall."

The Concert Choir, sponsored by the Department of Music, is a 90-voice ensemble comprised of music students as well as many students from the campus at large. In addition to giving a number of concerts on campus each year, the choir sings regularly in the Edmonton area, and has toured both in Alberta and abroad. In May, the choir will tour Germany and Austria for three weeks and perform in Munich, Vienna and Salzburg and other centres. □

Enrolment Changes Since 1981-82

The 12 May 1983 issue of *Folio* contained information about enrolment changes at the University of Alberta since 1978-79. Those data were provided in response to the concern and interest that had been generated on campus with respect to the effects of very substantial increases in enrolment. Enrolment has again increased in 1983-84. The accompanying tables provide information about enrolment

changes from 1981-82 to 1983-84.

Three tables have been prepared using the same general format as was used in the 1983 article. *Table 1* shows undergraduate enrolments in each Faculty along with percentage changes from year to year. Graduate enrolments by Faculty of specialization are listed in *Table 2*. Weekly Student Hours (WSH = total number of students mul-

tiplied by number of hours of scheduled classes per week for each course) are shown in *Table 3*. The enrolments are the official figures for 1 December each year.

Over-all full-time undergraduate enrolment for Winter Session 1983-84 is more than 20,000, the highest in the University's history. Undergraduate enrolment rose 9.1 percent this year compared with 7.2 percent

Table 1: Full-time Intramural Winter Session Undergraduate Students (1 December)

Faculty	1981/82	1982/83	1983/84	% change 81/82 to 82/83	% change 82/83 to 83/84
Agriculture and Forestry	595	618	710	3.9	14.9
Arts	3,092	3,490	4,035*	12.9	15.6
Business ^Q	1,492	1,622	1,560	8.7	(3.8)
Dentistry ^Q					
— Dental Hygiene	84*	82	70	(2.4)	(14.6)
— Post-graduate Diploma	4	4	3	0	(25.0)
— DDS	198	196	193	(1.0)	(1.5)
Education	3,009	3,245	3,448	7.8	6.3
Engineering ^Q	1,821	1,924	2,020*	5.7	5.0
Home Economics	323	319	387	(1.2)	21.3
Law ^Q	527*	512	515	(2.8)	0.6
Library Science	—	2	—	—	—
Medicine ^Q					
— Med. Lab. Science	89	92	92	3.4	0
— All Other	844	849	857*	0.6	0.9
Nursing ^Q	418	465	502*	11.2	8.0
Pharmacy and Pharm. Sciences ^Q	377	352	342	(6.6)	(2.8)
Physical Education and Rec.	566	580	678	2.5	16.9
Rehabilitation Medicine ^Q	328	344	356*	4.9	3.5
Saint-Jean	259	286*	282	10.4	(1.4)
Science	3,422	3,728	4,354*	8.9	16.8
<i>Total Undergraduate</i>	17,448	18,710	20,404*	7.2	9.1

^Qdenotes a Quota Faculty.

*indicates highest enrolment ever at the University of Alberta

in 1982-83. The largest increases over the two years (more than 25 percent) occurred in Arts and Science. The Faculties of Agriculture and Forestry, and Physical Education and Recreation experienced much larger increases this year than in 1982-83. The Faculties of Education, Engineering, and Nursing increased in size in each year. Home Economics, which had a slight decrease in undergraduate enrolment from 1981-82 to 1982-83, gained 21.3 percent from 1982-83 to 1983-84.

Over-all full-time graduate enrolment also reached a new high in 1983-84. Graduate enrolment showed a 6.6 percent increase this year, considerably less than the 10.3 percent increase in the previous year. Substantial increases in both years occurred in Agriculture and Forestry, Business, Engineering, Medicine, Nursing, and Science. After experiencing a large increase in 1982-83, the graduate enrolment in Arts remained almost constant. Only Physical Education and Recreation showed a decrease for each of the two years.

WSH represent one aspect of teaching load. Because a high percentage of students enrolled in one Faculty take courses in other Faculties, changes in WSH for each Faculty do not correspond perfectly with changes in undergraduate enrolment. New program and course requirements can alter the WSH distribution. The WSH numbers also include WSH for graduate courses. The record WSH figures for fall 1983 represent a 6.6 percent increase over 1982-83, a larger increase than the 5.3 percent from 1981-82 to 1982-83. Substantial increases in WSH, that is, more than 10 percent occurred from 1982-83 to 1983-84 in Agriculture and Forestry, and Home Economics. Arts, Education, Engineering, Nursing, Physical Education and Recreation, Rehabilitation Medicine, and Science had increases between 5 and 10 percent. Large decreases in WSH occurred for the Faculties of Library Science and Pharmacy and Pharmaceutical Sciences.*□

page four, Folio, 22 March 1984

Table 2: Full-time Intramural Winter Session Graduate Students (1 December)

Faculty	1981/82	1982/83	1983/84	% change 81/82 to 82/83	% change 82/83 to 83/84
Agriculture and Forestry	144	161	194*	11.8	20.5
Arts ^a	362	409	405	13.0	(1.0)
Business	103	119	145*	15.5	21.8
Dentistry	5	5	8*	0	60.0
Education	437	458*	423	4.8	(7.6)
Engineering	217	252	297*	16.1	17.9
Home Economics	24	27	25	12.5	(7.4)
Interdisciplinary Studies	14	7	—	(50.0)	—
Law	6	13*	8	116.7	(38.5)
Library Science	61	68*	67	11.5	(1.5)
Medicine	117	137	157*	17.1	14.6
Nursing	12	16	18*	33.3	12.5
Pharmacy and Pharm. Sciences	21	22	28*	4.8	27.3
Physical Education and Rec.	92*	73	67	(20.7)	(8.2)
Rehabilitation Medicine	1	5	8*	400.0	60.0
Science ^b	463	513	584	10.8	13.8
Total Visiting Students	2	4	5	100.0	25.0
Total Special Students	6	13	14	116.7	7.7
Total Graduate	2,087	2,302	2,453*	10.3	6.6

* indicates highest enrolment ever at the University of Alberta.

^a highest enrolment: 546 in 1970/71

^b highest enrolment: 620 in 1971/72

Table 3: Weekly Student Hours by Faculty (1 December)

Faculty	1981/82	1982/83	1983/84	% change 81/82 to 82/83	% change 82/83 to 83/84
Agriculture and Forestry	10,668	10,360	11,827	(2.9)	14.2
Arts ^a	87,166	94,925	103,725	8.9	9.3
Business	18,204	19,150	19,739	5.2	3.1
Dentistry	9,439	9,330	8,739	(1.2)	(6.3)
Education	42,432	42,033	44,499	(0.9)	5.9
Engineering	28,533	30,786	32,682	7.9	6.2
Home Economics	6,162	6,174	7,017	0.2	13.7
Interdisciplinary Studies	75	27	—	(64.0)	—
Law	8,570	8,410	8,462	(1.9)	0.6
Library Science	1,162	1,290	1,078	11.0	(16.4)
Medicine	51,420	52,290	53,184	1.7	1.7
Nursing	5,300	6,388	7,017	20.5	9.8
Pharmacy and Pharm. Sciences	5,789	5,721	4,756	(1.2)	(16.9)
Physical Education and Rec.	12,430	13,313	14,313	7.1	7.5
Rehabilitation Medicine	7,190	7,464	8,039	3.8	7.7
Saint-Jean	3,378	3,810	3,727	12.8	(2.2)
Science ^b	107,114	115,137	125,823	7.5	9.3
Total University	405,032	426,608	454,627	5.3	6.6

^a includes Psychology (Arts).

^b includes Psychology (Science).

* This article was submitted by E.A. Holdaway, Director of the Office of Institutional Research and Planning.

Family Fun Night Means Something for Everyone

Fun and games will be the order of the day, make that night, when Campus Recreation opens the doors of the Pavilion and West Pool to all University students, faculty and staff and their families tomorrow (Friday, 23 March) at 7 p.m.

There is no charge for the evening activities which include structured games, unstructured events, swimming and cookies

and juice all round. All you need is a pair of runners, a track suit, a bathing suit, and lots of energy.

In order that Campus Recreation can be prepared for the onslaught, they ask that those interested in the evening of participation call their office (432-2555) before 4 p.m. Friday. That way, the juice won't run out before your energy does. □

Success South of the Border

A University team of undergraduates recently attended the annual meeting of the Society for Range Management held in Rapid City, South Dakota. The team, one of 23 from universities across North America and the only Canadian representative, participated in three events and attended the presentation of scientific papers.

The team placed third in the Comprehensive Range Management exam which was 29 pages long and had a 100-minute limit. The second exam was the Plant Identification Contest whereby students were required to learn family, tribe, genus, species, lon-

gevity and origin of 200 selected rangeland species. The students placed ninth out of 23 teams.

The University team consisted of Adrienne Forest (Zoology), Tam Godfrey, Jim Gray, Mike Gray, Isabel Simons (Grazing Management), Carolyn Slater (Plant Science), and coach Mary Jane Davies.

Adrienne Forest also presented a paper in the University Student Session entitled "Pyric aspen control: its use in range improvement."

The students thank the Department of Forest Science for providing space for them to study plants. □

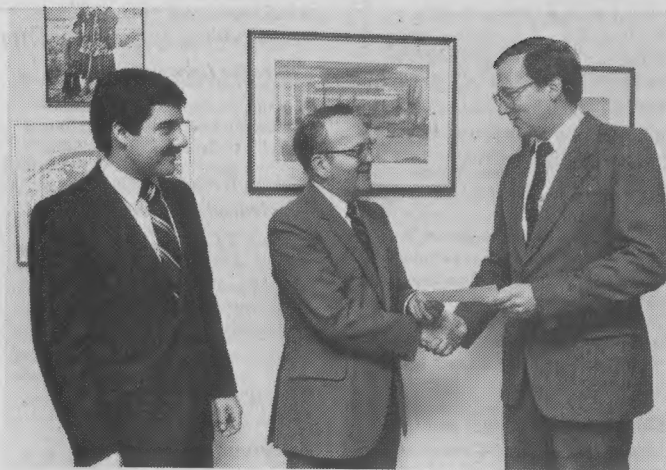
people

L.C. Green (University Professor) and *E.P. Mendes* (Law) were judges of the Canadian round of the international Jessup Moot Competition in International Law held in Halifax 23 to 25 February. They also sat on a panel on the Canadian Charter of Rights and International Law.

Louis A. Pagliaro (Pharmacy) and *Ann M. Pagliaro* (Nursing) recently received the *American Journal of Nursing* "Book of the

Year" award in two areas: community health nursing and gerontological nursing. The award was presented for the text *Pharmacologic Aspects of Aging* which was edited by the Pagliaros. This is the first time that a Canadian text has been awarded "the highest achievement in nursing publishing." Among the 17 contributing authors to the text were: *R.T. Coutts* and *A.J.D. Friesen* (Pharmacy) and *R. Peto*, *David Skelton*, and *J.W. Walker* (Medicine).

The "Man From Petro-Can," a NFB documentary written and co-directed by *Larry Pratt* (Political Science) will be shown on CBC 1 April at 10 p.m.



At 9 a.m. Monday, 5 March, the camera apprehended President Horowitz in the company of two second-storey men. Nothing nefarious was happening; however. Quite the contrary. Larry Ewanek (right) and Ron Korotash of Otis Elevator Company Ltd. stopped by to present the first installment on a \$12,000 pledge payable over four years. The use(s) to which the money will be put is up to the University. Mr. Ewanek, Manager of District Operations, said the company, which has installed some 85 of the 136 elevators on campus, was pleased to gift "a good cause."

service information

All information to be included in this column must reach the Office of Community Relations by 9 a.m. the Thursday prior to publication.

Coming Events

Lectures and Seminars

Classics

29 March, 3:30 p.m. R.C. Smith, "The Clans of Athens and the Historiography of the Archaic Period." 1-8 Humanities Centre.

Africa/South Asia

23 March, noon. M. Shoush, "The Alien University and Intellectual Leadership in Africa." 14-6 Tory Building.
30 March, noon. K. Krotki, "Sudan Astride Two Cultures: Its Data Politics." 14-6 Tory Building.

Clothing and Textiles

23 March, 1 p.m. Eric Waterton, Assistant Director, Provincial Museum of Alberta, "Fibres: Material Culture of Papua New Guinea." B-16 Home Economics Building.

Industrial and Legal Relations

23 March, 2 p.m. Ratna Ray, Director, Women's Bureau, Labour Canada, Ottawa, "Women's Position in the Labour Force: Barriers to Their Professional Development." 245 Earth Sciences Building.

Art and Design

23 March, 3 p.m. Anthony Caro, British sculptor, will speak on his works. L1 Humanities Centre.

Club IDC

23 March, 3 p.m. Seminar on Development, "Art and Society—A Look at the Developing World." 2-115 Education North.

Geography

23 March, 3 p.m. James S. Gardner, University of Waterloo, "Neo-catastrophic Interpretations of Mountain Slope Processes." 3-36 Tory Building.
30 March, 3 p.m. David Ley, University of British Columbia, "Inner-city Revitalization in Canada: Testing Alternative Hypotheses." 3-36 Tory Building.

Economics

23 March, 3 p.m. Dr. Vanderkamp, "Migration and Fiscal Imbalances." 8-22 Tory Building.
27 March, 3 p.m. Dr. Vanderkamp, "What is the Good of a Journal Like *Canadian Public Policy*?" 8-22 Tory Building.
28 March, 3 p.m. John Vanderkamp, "Inflation Expectations in Canada." 8-22 Tory Building.

Zoology

23 March, 3:30 p.m. Choi Hew, Department of Clinical Biochemistry, Banting Institute, Toronto, "Fish Antifreeze Proteins: Structure, Function and Regulation."

CW-410 Biological Sciences Building.
30 March, 3:30 p.m. James Hines, "Winter Ecology and Recruitment of Young in a Population of Blue Grouse." CW-410 Biological Sciences Building.

Medicine

26 March, 8 a.m. K. Bowes, "Clinical Pathologic Conference." 2-115 Clinical Sciences Building.
27 March, noon. Geoff Thomas and M. McPhee, "Newer Concepts in Surgical Laser Therapy." Auditorium, Cross Cancer Institute.
28 March, 1 p.m. Derek Harwood-Nash, Hospital for Sick Children, Toronto, "Congenital CNS Abnormalities." 3-101 Clinical Sciences Building.

East Asian Languages and Literatures and the Consulate General of Japan

26 March, 2 p.m. Marion Ury, University of California at Davis, "Tears and Laughter: Glimpses of Medieval Japan in Anecdote." 2-12 Humanities Centre.

English

27 March, 12:30 p.m. Poet bp Nichol will read from some of his works. L3 Humanities Centre.

Political Science

27 March, 12:30 p.m. Robin Hunter, "The Liberal Party in Alberta." 10-4 Tory Building.

Sociology

28 March, noon. C. Hickey, "Towards Understanding the Development of Social Complexity; the Case of the Egalitarian Copper Inuit." 5-15 Tory Building.

Universe and Man Lecture Series

28 March, noon. K.D. Hage, "Acid Rain." 239 CAB.

Plant Science

26 March, 1 p.m. Felicitas Katepa, "Root Exudates." 1-06 Agriculture-Forestry Centre.
28 March, 1 p.m. Léonie Nadeau, "The Effect of Water Stress on the Root Growth of Green and Yellow Foxtail." 1-06 Agriculture-Forestry Centre.

Secondary Education

28 March, 3:30 p.m. Ina Van Berckelaer, State University of Leiden, Netherlands, "Curriculum and Instructional Implications of Differences in Educational Language." 116 Education South.

Forest Science

28 March, 3:30 p.m. Howard B. Kriebel, Ohio State University and Ohio Agricultural Research and Development Center, "The Biology of Reproductive Isolation, Gene Transfer, and Gene Expression in Forest Trees." 343 Chemical/Mineral Engineering Building.

Limnology and Fisheries Discussion Group

29 March, noon. Lauren Turner, "Distribution and Activity of Northern Pike

in Two Alberta Lakes." G-217 Biological Sciences Building.

Centre for Gerontology

29 March, 12:30 p.m. A. Kernalaguen, "Clothing for the Elderly: Meeting Special Needs." 8-14 General Services Building.

Alberta Heritage Foundation for Medical Research

29 March, 4 p.m. Lorne A. Babiuk, Department of Veterinary Microbiology, University of Saskatchewan, "Glycoproteins of Bovine Herpesvirus-1." 1-17c Medical Sciences Building.

Music

Department of Music

All events take place in Convocation Hall.
22 March, 8 p.m. The University of Alberta Madrigal Singers Spring Concert with Leonard Ratzlaff, conductor.
23 March, 8 p.m. A senior student recital with Elizabeth Lietz, piano.
24 March, 8 p.m. A senior student recital with Olga Federkewych, soprano.
25 March, 3 p.m. The University of Alberta Concert Band—Ernest Dalwood, conductor.
26 March, 8 p.m. The University of Alberta Stage Band—Fordyce Pier, conductor.
28 March, 8 p.m. A senior student recital with Loretta Dueck, piano.
29 March, 8 p.m. A senior student recital with Barbara Hallam, organ.
30 March, 8 p.m. The University of Alberta Concert Choir Spring Concert—Leonard Ratzlaff, conductor.
31 March, 2 p.m. Voice Workshop featuring Donald Bell (a Cooperative Visiting Artist Series with Alberta College).
31 March, 8 p.m. A senior student recital with Rick Harris, saxophone.

Exhibitions

Ring House Gallery

Until 8 April. "2 Newfoundland Artists: Don Wright and Heidi Oberheide."
Until 8 April. "J.K. Butler, Art/Science Tables."

Art and Design

Until 29 March. "Prints from Poland." Selection of graphic art works with written explanation. 2-40E Fine Arts Building (Printmaking Resource Room).

Films

Germanic Languages

28 March, 7:30 p.m. "Hier kein Ausgang - Nur Übergang." (1977) Arts 17.

Radio and Television

Radio

Programs broadcast on CKUA radio 580 AM and 94.9 FM.
24 March, 7 p.m. University Concert Hall—U of A String Quartet with Helmut Brauss, piano.

28 March, 7 p.m. Celebrations—Interview and reading with Greg Hollingshead.
31 March, 7 p.m. University Concert Hall.

Television

28 March, 8 p.m. "Images of Alberta." Hosted by Kanhaya Gupta. Guest: Janet Smith.

Studio Theatre

24 March to 7 April. "The Taming of The Shrew." For further information and/or tickets, call 432-2495.

SUB Theatre

Films

22 and 23 March, 7 p.m. The Edmonton Learners Center presents a "3rd World Film Festival." For more information, call 424-4371.
27 March, 8 p.m. "Strange Brew" (1983).
28 March, 8 p.m. "Frances" (1983).

Other

24 March, 8:30 a.m. The National Association for Photographic Arts presents "Spring Photo Seminar '84." To pre-register, contact Gerry Horne at 434-7821.
30 March to 1 April, 8 p.m. "Lar Lubovitch." For more information, call 432-4764.

Non-Credit Courses

Extension

Real Estate Education

For further information on the courses listed below and others offered, telephone 432-5060.

Real Estate Market and Analysis
Apartment Rental Techniques

Land Use Planning Studies

For further information on the course listed below, telephone 432-2912.
Drafting Room Management

Business and Professional

For further information on the courses listed below, telephone 432-5066 or 432-5067.
The Integrated Office: Combining Word and Data Processing for Productivity Improvement
Advanced Management and Leadership Skills and Techniques
Stocks, Bonds and Other Investments
An Introduction to Employee Assistance Programs (AADAC)
Effective Sales Management

Applied Behavioral Sciences Division

For further information on the courses listed below, telephone 432-5069.
Ericksonian Hypnosis
Children of Divorce: Growing Together

Through Crises
Release Your Brakes
Assertion and Interpersonal Skills Training
Patterns of Effective Communications

Fitness and Lifestyle Courses

For further information on the following courses, call 432-2015.
Friday Fitness
50 Plus and Fit Again
Tai Chi

Dentistry

For further information on the courses listed below, call 432-5023.

Controversies in Endodontics - (4069 Dentistry/Pharmacy Centre) - 24 March
Endodontics - Open, Shape and Clean (Medicine Hat) - 31 March
Update Oral Diagnosis/Oral Medicine/Endodontics (Banff) - 31 March to 4 April

Electrical Engineering

CAD Group

For further information on the course listed below, telephone Phil Haswell, 432-5966 or 432-5877.
Advanced PC/ES—30 April to 4 May (tentative)

Notices

Bookstore Inventory

The University Bookstore will be closed 29, 30 and 31 March for its annual inventory. The store will reopen Monday, 2 April 1984.

Stan Thomson to Retire

Stan Thomson, Professor of Civil Engineering, will retire this fall after a 25-year association with the University. He will be honored at an informal reception in University House 11 April from 4 to 6 p.m.

Staff, friends and acquaintances are cordially invited to join Professor Thomson on this occasion to thank him for his contributions to the University and to wish him well on his retirement.

Anyone wishing to make a donation toward a retirement gift may do so by sending a cheque payable to the Stan Thomson Retirement Fund and addressed to the Department of Civil Engineering.

For further information and RSVP your attendance, telephone the department at 432-4235. Please respond by 2 April.

Surplus Equipment

The equipment appearing in this column is available only to University Departments with University Administered Funds. For further information about the purchase of

equipment or the disposal of any of your department's surplus equipment, contact Roslyn Hanchard or Roy Bennett, telephone 432-3208.

For Sale: Apple II 64K Microcomputer
Microfazer 64K printer buffer
Grappier and printer interface
2 Apple disk drives
Zenith monitor (green)
IBM/EPSON MX-80 printer
All the above in as new condition. Software includes: Visiplot, Visifile Screenwriter II, Quick search librarian Graphpak (Scientific plotter and curve filter).
For more information, telephone Intiaz, 432-2309.

Positions Vacant

The University of Alberta is an equal opportunity employer but, in accordance with Canadian Immigration requirements, these advertisements are directed to Canadian citizens and permanent residents.

Administrative Officer, Department of Drama

Reporting to the Chairman of the Department of Drama, the Administrative Officer has responsibility for the financial, publicity, and general administrative services of the department. Duties also include student registration/timetabling, the implementation of administrative policies and procedures, fund-raising, and management of the Studio Theatre season.

Applicants should have considerable administrative experience, preferably in theatre management. Knowledge of budget planning and control is essential. An undergraduate degree is desirable but other combinations of training and experience will be considered.

Salary from \$25,000 per annum with a start date of 15 July 1984. The University of Alberta offers a comprehensive benefits program.

Interested persons should respond by comprehensive résumé by 15 May 1984 to: Carl Hare, Chairman, Department of Drama, University of Alberta, Edmonton, Alberta T6G 2C9.

Administrative Officer, Department of Zoology

Applications are invited for the position of Administrative Officer, Department of Zoology. The department is a large teaching and research department in the Faculty of Science.

Duties include administrative assistance to the Chairman, budget responsibilities (operating, capital and trust), personnel management, timetabling, student counselling, and assistance to various departmental committees.

This is an Administrative and Professional Officer position, reporting directly to the Chairman with salary commensurate with qualifications and experience—current minimum salary (under review) is \$25,839.

Applications, including a résumé and the names of three referees, should be forwarded to: Dr. R.E. Peter, Acting Chairman, Department of Zoology, University of Alberta, Edmonton, Alberta T6G 2E9.

The date of appointment is 1 to 15 June 1984. The deadline for receipt of applications is 1 April 1984.

Chairman, Canadian Studies Program

The Canadian Studies Committee in the Faculty of Arts seeks a new Chairman for the Committee and of the Canadian Studies Program, effective 1 July 1984. The term for this position is normally three years. Canadian Studies is an interdisciplinary degree program with some 30 students currently enrolled. Duties include calling and conducting full Committee meetings at intervals throughout the year; preparing budgets; representing the Program in University councils and to the public; performing routine administration; being available to students; and directing the on-going development of the Program, especially in curriculum.

Suggestions of suitable candidates for this position, or self-nominations, may be sent by 15 May 1984 to the Chairman of the Search Committee, Dr. John Eagle, Department of History, 2-69 H.M. Tory Building, (telephone 432-3535), University of Alberta, Edmonton, Alberta T6G 2H4.

Non-Academic Positions

To obtain further information on the following positions, please contact Personnel Services and Staff Relations, 2-40 Assiniboia Hall, telephone 432-5201. As positions are filled on an on-going basis, these vacancies cannot be guaranteed beyond 15 March 1984. For a more up-to-date listing, please consult the weekly *Employment Opportunities Bulletin* and/or the postings in *PSSR*.

- *Clerk Typist III (\$1,161-\$1,390) Community Relations
- *Clerk Typist II (\$1,161-\$1,390) Graduate Studies and Research
- Clerk Steno II (\$1,161-\$1,390) Economics
- *Clerk Typist (Part-Time) (\$647-\$781) Home Economics
- *Clerk Steno III (\$1,294-\$1,561) Nursing
- *Clerk Typist III (\$1,294-\$1,561) English
- *Clerk Steno III (\$1,294-\$1,561) Home Economics
- *Clerk Typist III (\$1,294-\$1,561) Housing and Food Services
- *Secretary (\$1,442-\$1,766) Home Economics
- *Secretary (\$1,442-\$1,766) Psychology
- *Administrative Clerk (\$1,442-\$1,766) Law
- *Administrative Clerk (\$1,442-\$1,766) Printing Services
- *Departmental/Executive Secretary (\$1,625-\$2,003) Genetics
- Lab Assistant II (Trust) (\$1,161-\$1,390) Zoology
- Lab Assistant III (Trust) (\$1,294-\$1,561) Biochemistry
- *Building Services Worker II (\$1,294-\$1,561) Housing and Food Services
- *Typographical Tradesman II (\$1,442-\$1,766) Printing Services
- *Vehicle Operator (Full-Time/Recurring Term) (\$1,497-\$1,842) Housing and Food Services
- Animal Technician I/II (Trust) (\$1,497-\$2,092) Pediatrics
- Biology Technologist I (Trust) (\$1,697-\$2,092) Zoology

- Technician II/III (Trust) (\$1,697-\$2,378) Pediatrics
- Technician II/Technologist II (Trust) (\$1,697-\$2,378) Biochemistry
- Supervisor - Warehouse (\$1,766-\$2,182) Scheduled Distribution
- *Biology Technologist II (Trust) (\$1,920-\$2,378) Genetics
- *Typographical Tradesman III (\$1,920-\$2,378) Printing Services
- Biochemistry Technologist II/III (Trust) (\$1,920-\$2,710) Pediatrics

*In accordance with current Hiring Freeze policy, applications for these positions are restricted to present non-academic staff for a period of 10 working days.

Advertisements

Advertisements must reach the Editor by 3 p.m. on the Thursday prior to publication date which date also serves as the deadline for cancellation of advertisements. The cost of placing advertisements is 30 cents per word with no discount for subsequent insertions. There are no refunds. There is a maximum limit of 30 words and a minimum charge of \$1.50. Contributors' corrections will be assessed at \$1.50 for each line in which an insertion is made. Advertisements cannot be accepted over the telephone. All advertisements must be paid for in full at the time of their submission.

Accommodations available

- Sale - Grandview, University. Four-bedroom, 1,900 sq. ft. \$154,700. 437-7299.
- Sale - Hycourt, 11016 86 Ave. New town-homes in Garneau, walking distance to University. Two and three bedrooms. Unique European design. Excellent financing available. Leah Vorobec, Gentry Real Estate, 482-7161, 432-1915, 488-8080.
- For sale - Grandview. \$159,900. Attractive, open beam, four bedrooms, featuring three full baths, two fireplaces, air conditioning, upgraded carpet and new roof. To view, Eleanor Duncan, Langley R.E., 434-7368, 436-3050.
- Sale - Garneau, two storeys, remodelled, five bedrooms, two bathrooms, den, sun-deck, patio, double heated garage. 439-3702.
- Rent - Furnished house. May, June, July. Close to University. Reasonable. 428-5646 days, 436-8347 evenings.
- Summer sublet - Garneau, one block University. Three bedrooms, washer, dryer, freezer, fridge, semi-furnished. 1 May-31 August. \$510/month. Call 433-5574.
- Rent - Parkallen. Two-bedroom, completely furnished house. \$700/month. 424-3209.
- Sale - By owner. 11040-80 Ave. Renovated, two-bedroom home. \$99,500. 434-2803.
- Rent - Great house for summer. Four bedrooms, patio, deck, garage. University area. \$600/month, 1 May-1 Sept. 436-0455.
- Owner sale - Parkallen, renovated semi-bungalow. 1,280 sq. ft. Three bedrooms, two bathrooms. Developed basement. Fridge, stove, central vacuum. Fenced yard. Close to schools. Convenient to University. Immediate possession. 435-1563.
- Sale - Five-bedroom house, extra large lot. Choice Lansdowne community. Two baths up, main floor family room (f/p),

laundry and lavatory. Front drive, double garage. \$175,000. Attractive financing. Consider trade. 434-0426.

- Rent - Furnished, one-bedroom, penthouse condominium with five appliances. Half block from campus. 21 April-1 Sept. 432-5494, 433-4136 evenings.
- Rent - Blue Quill (opposite Derrick Club) furnished house, four bedrooms, 2 1/2 baths, two fireplaces, large yard, garage. 1 June-7 September. Rent \$600/month (negotiable). 439-7311, 8-4 p.m. Monday to Friday.
- Sale - Saskatchewan Drive. Custom built, cedar bungalow. View property 100'x150' lot. Liz Crookford, Spencer's. 436-5250, 434-0555.
- Sale - Belgravia, semi-bungalow, newer kitchen, five appliances, fireplace, two baths plus one downstairs. Walk to University. \$93,000. Liz Crookford, Spencer's. 436-5250, 434-0555 (res.).
- Sublet - May to August. College Plaza I. One-bedroom apartment, furnished. Non-smoker, responsible person, references. Damage deposit. Dr. Schrader, 439-9625 (res.).
- Sale - By owner. Renovated, two-storey, two-bedroom house. Hardwood floors throughout. Enormous kitchen. Artist's studio in basement, rentable as suite, separate entrance. Near Whyte, walk to University. \$85,000. 439-6528.
- For rent - One, two-bedroom and one, six-bedroom houses on 76 Ave, close to University. 426-4304.
- Rent - Petrolia, furnished. Newly renovated, four-bedroom, 2 1/2 baths, six appliances, finished basement, double garage, underground sprinklers. Close to University, schools, shopping centres. Available July 1984. \$850/month. Dr. Toor, 435-2154.
- For rent - University area. Furnished, two-bedroom condo. May-September. Five appliances, fully carpeted, underground parking, air conditioned. All utilities except phone included. \$600/month. Call 439-7522 or 1-349-3169.
- Sale - Bright, Windsor Park bungalow. Five appliances, fireplace, front drive garage. Owner transferred. Call Chris Tenove, 433-5664, 436-5250. Spencer's.
- For sale - 321 acres, unspoiled nature, lake, ponds, tall trees, wildlife, some tame hay. West of city, near highway, good road. Dan Skarlicki, bus. 436-3050.
- For sale - Adorable, renovated, two-storey (Belgravia), fireplace, sunporch, balcony. \$92,900. DeAnna Larson, 481-0936. Spencer's. Sale - Walk to University.
- Attractive, clean, two-bedroom bungalow. Three appliances. Basement suite, sauna. 1 1/2 lot with mature trees. Garage. \$77,000. Phone 436-9320.
- Sale - MacKenzie Ravine. Secluded, west end location with southern exposure from back yard into wooded ravine. Five-bedroom split with three baths. Excitingly different. Ken Perry, 436-5250, 483-6394. Spencer's.
- Rent - Tudor Lane. Three-bedroom town-house. Garage plus parking stall. Finished basement. Fenced backyard. Three appliances. Drapes. Close to schools, shopping. Small pet okay. \$600. 1 May. 437-1584.
- For sale - House, by owner. 11249 University Ave. 1,200' plus basement suite. Double garage plus four parking stalls. High trees surrounding 44'x190' lot. South, terraced patio. Architecturally upgraded. 436-7257.

Sale - River view lot. Priced well under others in the area. Size 80'x30', located on river bank with view across Saskatchewan valley. Asking \$149,500. Call Evan Potter, Langeley. 436-3050.

Accommodations wanted

Wanted to rent - Furnished home, 1 June-30 November. Close to Space Science Centre (111 Ave. 134 St.). Call Western Relocation, 438-1044, 435-5389.
Professional/family. Four-bedroom, Belgravia/Windsor Park. 1 July. 434-2661.

Automobiles and others

1978 Volkswagen Rabbit, excellent condition. 438-1044, 435-5389.

Services

Donnic Word Processing. Specializing in

theses, manuscripts, etc. 8315A-105 St. 432-1419.

Singing teacher, Eileen Turner, 439-4661.
Professional typist - Word processing. Specializing in theses and dissertations. Gwen, 467-9064.

Word processing - \$18/hour. Typing - from \$1.50/page. Greek symbols and equations. 432-0138.

Canadian tax returns, Eberlein Consulting. 434-0563.

Do your own typing on our word processors, \$5/hour. Letter quality (daisy wheel) printers. Limited training available (easy to learn). For information, call U of A Printing Services, 432-3754.

Problems with English literature/composition? Expert tutoring available for high school/University students.

Reasonable rates, flexible hours. 483-9308.

Will type manuscripts, etc., for professors. 473-4404.

Professional dressmaking and alteration. 438-2747.

Income tax returns prepared by professional accountant. Phone 483-2035 evenings, anytime weekends.

Typewriter repair service. Good rates, free estimates. 473-2304.

Women's field hockey. Confederation Fields. League 7 and 9 May. Players contact Shaun, 451-2704.

Custom homes/renovations. Experienced design drafting. Call 973-3198 (local).
Sitter - Two children, (one and three), weekdays, May and June, in west end home. 451-1880.

Going on a vacation? I will care for your pet. Call Linda, 437-4003 (early morning).

BOOKS WANTED

*Shelves overcrowded?
Do you have books you
no longer read?*

DON'T GIVE THEM AWAY!

**WE BUY
GOOD HARDCOVER
BOOKS**

*History, Literature,
Scholarly, Canadiana, etc.,
etc., etc.*


**439-7133
BJARNE'S BOOKS
10005 - 82 Avenue**

COLD SORES!

Do you suffer from recurring cold sores?

Would you like to participate in a CONFIDENTIAL, controlled study by a University of Alberta research team investigating a promising anti-viral medication?

For more information,
call Sheri or Joanne
at 432-2691.



AUCTION !!

The Materials Management Department will be holding their 2nd annual auction on June 2, 1984. If your department has suitable equipment, please contact Roslyn Hanchard (5438) prior to May 11th.

yes! **We now have
mortgage funds
available**

If you are planning to:

- build or buy a home
- purchase land, recreational or revenue property
- refinance an existing mortgage
- consolidate debts

then see us first!

Take advantage of our:

- attractive interest rates
- up to 85% financing
- no prepayment penalties
- convenient 10 or 12 month payment plans

Teachers' Co-op has been helping educators buy homes for more than 30 years. We have the mortgage for you. Call us today!

**TEACHERS' INVESTMENT
AND HOUSING CO-OPERATIVE**

2643 Portage Ave., Winnipeg, Man. R3J 0P9
Telephone **889-9366** Collect calls are accepted.

Tax
Preparation and Consulting
Canadian and U.S.
Individual and Corporate
Eberlein Consulting Services Ltd.
434-0563



NORDEGG, ALBERTA
TOM 2H0
721-2102

SEMINAR & WORKSHOP FACILITIES

Enjoy: Seclusion
Excellent accommodation & meals
Beautiful scenery
Reasonable rates